



STATE PROCUREMENT OFFICE
NOTICE OF REQUEST FOR EXEMPTION
FROM HRS CHAPTER 103D

13 MAR -5 P1:10

STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: State Procurement Office
Name of Requesting Department

Pursuant to HRS § 103D-102(b)(4) and HAR chapter 3-120, the Department requests a procurement exemption for the following:

1. Describe the goods, services or construction: License for National Institute of Governmental Purchasing (NIGP) Commodity Code System (5 digit) for the State of Hawaii eProcurement System.

2. Vendor/Contractor/Service Provider: Periscope Holdings, Inc.	3. Amount of Request: \$ 12,900
4. Term of Contract From: 3/13/2013 To: 3/12/2014	5. Prior SPO-007, Procurement Exemption (PE):

6. Explain in detail, why it is not practicable or not advantageous for the department to procure by competitive means: The code is proprietary. There are 2 other commodity code systems, however, neither is maintained/updated. One system addresses the needs of manufacturing primarily and is not suitable to procurement. The other is an international code and is quite different from the NIGP code which is used by the majority of states and other governmental entities. It is also not maintained/updated by a central entity. Regular updating of commodity codes is necessary to be able to identify goods and services to be purchased. (An example would be IT which changes often). Not using the code system most commonly used in the USA may prevent some vendors from registering for our eProcurement system or may cause the vendor to not register for the appropriate codes. This would result in the vendor not receiving notice of our solicitations thus decreasing competition for goods and services.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider: Initially, another commodity code system was considered. However, it was incompatible with the needs of procurement and had to be discarded. The code addresses the categories of vendors rather than the types of goods and services to be purchased. The remaining commodity code system is an international one and only used by one government agency in the USA. The license is for one year. Before the year is over a review will be conducted to see if any other viable alternative commodity code systems have become available.

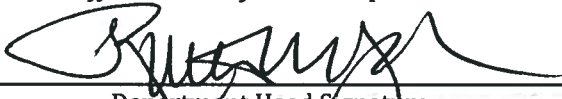
8. Identify the primary responsible staff person(s) conducting and managing this procurement. (Appropriate delegated procurement authority and completion of mandatory training required).

*Point of contact (Place asterisk after name of person to contact for additional information).

Name	Division/Agency	Phone Number	e-mail address
Mara Smith	SPO	587-4704	mara.smith@hawaii.gov

All requirements/approvals and internal controls for this expenditure is the responsibility of the department.

I certify that the information provided above is, to the best of my knowledge, true and correct.


Department Head Signature

3/5/2013
Date

For Chief Procurement Officer Use Only

Date Notice Posted: 3/6/13

Inquiries about this request shall be directed to the contact named in No. 8. Submit written objection to this notice to issue an exempt contract within seven calendar days or as otherwise allowed from date notice posted to:

state.procurement.office@hawaii.gov

Chief Procurement Officer (CPO) Comments:

No action is required as request has been amended.

Approved

☐ Disapproved

☒ No Action Required


Chief Procurement Officer Signature

3/21/2013
Date